



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

***REVISED 05-08-2017**

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: May 3, 2017

SUBJECT: JEFFERSON COUNTY Meetings – Week of May 8, 2017

May 8, 2017 Monday	UW Extension Education Committee	8:30 a.m.	UW Extension 864 Collins Rd, Jefferson
May 9, 2017 Tuesday	Human Services Board	8:30 a.m.	Workforce Development 874 Collins Rd, Jefferson
	Finance Committee	6:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
	*County Board (Agenda Revised)	7:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
May 10, 2017 Wednesday	No Scheduled County Meetings		
May 11, 2017 Thursday	Finance Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
	Zoning Board of Adjustment – Site Inspections	10:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
	Zoning Board of Adjustment – Public Hearing	1:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
	Solid Waste/Air Quality Committee	6:30 p.m.	UW Extension 864 Collins, Rm 12, Jefferson
May 12, 2017 Friday	Planning and Zoning Committee – Site Inspections	8:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
May 13, 2017 Saturday	No Scheduled County Meetings		
May 14, 2017 Sunday	No Scheduled County Meetings		



**University Extension Education Committee Agenda
Jefferson County
864 Collins Road, Room 12
Jefferson WI 53549**

DATE: Monday, May 8, 2017

TIME: 8:30 a.m.

Committee Members: Glen Borland Gregg Patrick
Peter Hartz John Kannard
Lloyd Zastrow

1. Call to Order
2. Roll Call (to establish a quorum)
3. Certification of Compliance with Open Meetings Law
4. Approval of Agenda (for possible rearrangement)
5. Approval of University Extension Education Committee Minutes from April 10, 2017
6. Communications
7. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.)
8. Update, Discussion and Input on the nEXT Generation Models
9. Update on Jefferson County Farm Technology Days (July 2019)
10. Review of 2017 Departmental Budget
11. Discussion and Possible Decision on Charging 4-H Enrollment Fee
12. Discussion of Monthly Agent Reports – LaVern Georgson, Bruce Jones
13. Discussion to Identify Future Agenda Topics
14. Adjourn
 - Next Scheduled Meeting: Monday, June 12, 2017
 - July meeting date discussion – our regularly scheduled meeting is July 10 (Fair week)

A quorum of any Jefferson County Committee, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

“Enriching people with knowledge, perspective, skills and aspirations. “University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.

Human Services Board Agenda - Jefferson County
Jefferson County Workforce Development Center, 874 Collins Road, Room 103
Jefferson, WI 53549

Date: Tuesday, May 9, 2017 Time: 8:30 a.m.

Committee Members:

Mode, Jim (Chair)
Jones, Dick (Vice Chair)
Kutz, Russell
Tietz, Augie

McKenzie, John (Secretary)
Crouse, Cynthia
Schultz, Jim

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Approval of the May 9, 2017 Agenda
5. Public Comment (Members of the Public who wish to address the Board on specific agenda items must register their request at this time.)
6. Approval of April 11, 2017 Board Minutes
7. Communications
8. Review of the March, 2017 Financial Statement
9. Discuss and Approve April, 2017 Vouchers
10. Division Updates: Child and Family Division, Behavioral Health, Administration, Economic Support, and Aging & Disability Resource Center
11. Discussion and Possible Action on New Professional Service Contracts (Respite)
12. Discussion and Possible Action on the Elimination of the Children's Long Term Support Waiting List
13. Discussion and Possible Action on New Billing Rate for Nurse Prescriber
14. Discussion and Possible Action on Proclamation for May as National Foster Care Month
15. Review the Human Services 2016 Annual Report
16. Director's Report
17. Discuss Updates from Wisconsin County Human Services Association
18. Discuss Potential Agenda Items for June Board Meeting and Public Hearing.
19. Adjourn

Next Scheduled Meetings:

Tuesday, June 13, 2017 at 4:00 p.m.
Tuesday, July 11, 2017 at 8:30 a.m.

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County board of Supervisors, may be present at this meeting.

Special Needs Request - Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Finance Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue, Room 112
Jefferson, WI 53549

Date: Tuesday, May 9, 2017

Time: 6:00 p.m.

Committee members:	Jones, Richard (Chair)	Kutz, Russell (Secretary)
	Rinard, Amy	Jaeckel, George
	Hanneman, Jennifer (Vice Chair)	

Note-these are estimated times

6:00 – 6:30 p.m. **Welcome, Introduction, Meet and Greet** with the finalist for the Finance Director position

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting. No action will be taken, nor will discussion occur amongst a quorum of any committee or board while in attendance.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

AGENDA

***REVISED 05-08-2017**

JEFFERSON COUNTY BOARD MEETING

TUESDAY MAY 9, 2017 7:00 p.m.

**Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson, WI 53549**

1. **CALL TO ORDER**
2. **ROLL CALL BY COUNTY CLERK**
3. **PLEDGE OF ALLEGIANCE**
4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW**
5. **APPROVAL OF THE AGENDA**
6. **APPROVAL OF APRIL 18, 2017 COUNTY BOARD MINUTES**
7. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report (Addendum)
 - b. Zoning Committee – Notice of Public Hearing, May 18, 2017
8. **PUBLIC COMMENT**
9. **ANNUAL REPORTS**
 - a. County Administrator – Ben Wehmeier
 - b. Economic Development Consortium – Victoria Pratt
 - c. Human Resources – Terri Palm-Kostroski
 - d. ***Medical Examiner – Nichol Tesch**

COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES

10. **ADMINISTRATION AND RULES COMMITTEE**
 - a. Resolution – Creating a Nonpartisan Procedure for the Preparation of State Legislative and Congressional Redistricting Plans
11. **PLANNING AND ZONING COMMITTEE**
 - a. Report – Approval of Petitions
 - b. Ordinance – Amend Zoning Ordinance
12. **COUNTY ADMINISTRATOR**
 - a. Proclamation - Proclaiming May 17 as Law Enforcement Memorial Day in Jefferson County
13. **APPOINTMENTS BY COUNTY ADMINISTRATOR**
 - a. William T. Kern, Highway Commissioner
 - b. Dr. Don Williams to the Board of Health
 - c. Marie Wiesmann to the Board of Health
 - d. Finance Director
14. ***APPOINTMENT BY COUNTY BOARD CHAIR**
 - a. **Jeff Larkin to the Local Emergency Planning Committee (LEPC) for an indeterminate term**
15. **PUBLIC COMMENT** (General)
16. **ANNOUNCEMENTS**
17. **ADJOURN**

**NEXT COUNTY BOARD MEETING
JUNE 13, 2017 – 7:00 P.M. - RM 205**

Finance Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue, Room 112
Jefferson, WI 53549

Date: Thursday, May 11, 2017

Time: 8:30 a.m.

Committee members:	Jones, Richard (Chair)	Kutz, Russell (Secretary)
	Rinard, Amy	Jaeckel, George
	Hanneman, Jennifer (Vice Chair)	

Note-these are estimated times for agenda items

1. Call to order (8:30 a.m.)
2. Roll call (establish a quorum) (8:30 a.m.)
3. Certification of compliance with the Open Meetings Law (8:30 a.m.)
4. Approval of the agenda (8:30 a.m.)
5. Approval of Finance Committee minutes for April 13, 2017. (8:30 a.m.)
6. Communication (8:35 a.m.)
7. Public comment (Members of the public who wish to address the Committee must register their request at this time) (8:35 a.m.)
8. Discussion and possible action on determining disposition of foreclosed properties, setting minimum bids for the sale of foreclosed properties and considering offers to purchase on foreclosed properties (8:40 a.m.)
9. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on setting minimum bids, selling and considering offers to purchase on tax foreclosed properties and other county owned properties. (8:45)
10. Reconvene in open session (9:05 a.m.)
11. Discussion and possible action on foreclosing on tax delinquent properties (9:05 a.m.)
12. Discussion and possible action on settling with municipalities for unpaid special assessments or special charges. (9:10)
13. Review of the financial statements and department update for February 2017-Finance Department. (9:15 a.m.)
14. Review of the financial statements and department update for February 2017-Treasurer Department. (9:15 a.m.)
15. Review of the financial statements and department update for February 2017-Child Support Department. (9:20 a.m.)
16. Discussion on 2017 projections of budget vs. actual. (9:25 a.m.)
17. Discussion of funding of projects related to the new Highway Facilities and sale of old Highway Facilities (9:40 a.m.)
18. Update on contingency fund balance (9:40 a.m.)
19. Set future meeting schedule, next meeting date, and possible agenda items (9:45 a.m.)
20. Payment of invoices (9:45 a.m.)
21. Adjourn (10:05 a.m.)

Next scheduled meetings:

Thursday, June 8, 2017 Regular Meeting
Thursday, July 13, 2017 Regular Meeting
Thursday, August 10, 2017 Regular Meeting
Monday, September 11, 2017 Budget Meeting
Wednesday, September 13, 2017 Budget Meeting
Thursday, September 14, 2017 Budget & Regular Meeting
Friday, September 15, 2017 Budget Meeting

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Dale Weis, Chair; Janet Sayre Hoeft, Vice-Chair; Don Carroll, Secretary;
Paul Hynek, First Alternate; Aari Roberts, Second Alternate

PUBLIC HEARING *BEGINS AT 1:00 P.M. ON THURSDAY, MAY 11, 2017 IN ROOM 205, JEFFERSON COUNTY COURTHOUSE*

CALL TO ORDER FOR BOARD MEMBERS *IS AT 10:00 A.M. IN COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

SITE INSPECTION FOR BOARD MEMBERS *LEAVES AT 10:15 A.M. FROM COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

1. *Call to Order-Room 203 at 10:00 a.m.*
2. *Roll Call (Establish a Quorum)*
3. *Certification of Compliance with Open Meetings Law Requirements*
4. *Approval of the Agenda*
5. *Approval of April 13, 2017 Meeting Minutes*
6. *Communications and Public Comment*
7. *Site Inspections – Beginning at 10:15 a.m. and Leaving from Room 203*
V1598- Randy Sonley, W6110 County Road K, Town of Koshkonong
V1596-17-Michael Ready, W7638 Perry Rd, Town of Oakland
V1597-17-Daniel & Toni Zastrow, near N5307 Mud Lake Rd, Town of Lake Mills
8. *Public Hearing – Beginning at 1:00 p.m. in Room 205*
9. *Explanation of Process by Board of Adjustment Chair*

NOTICE OF PUBLIC HEARING JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

NOTICE IS HEREBY GIVEN that the Jefferson County Zoning Board of Adjustment will conduct a public hearing at 1:00 p.m. on Thursday, May 11, 2017 in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. Matters to be heard are applications for variance from terms of the Jefferson County Zoning Ordinance. No variance may be granted which would have the effect of allowing in any district a use not permitted in that district. No variance may be granted which would have the effect of allowing a use of land or property which would violate state laws or administrative rules. Subject to the above limitations, variances may be granted where strict enforcement of the terms of the ordinance results in an unnecessary hardship and where a variance in the standards will allow the spirit of the ordinance to be observed, substantial justice to be accomplished and the public interest not violated. Based upon the findings of fact, the Board of Adjustment must conclude that: 1) Unnecessary hardship is present in that a literal enforcement of the terms of the ordinance would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome; 2) The hardship is due to unique physical limitations of the property rather than circumstances of the applicant; 3) The variance will not be contrary to the public interest as expressed by the purpose and intent of the zoning ordinance. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** There may be site inspections prior to public hearing which any interested parties may attend; discussion and possible action shall be occur after public hearing on the following:

V1596-17 – Michael Ready: Variance from Sec. 11.07(d) of the Jefferson County Zoning Ordinance to replace the home at **W7638 Perry Road** at less than the required setback to the Perry Road centerline. The site is on PIN 022-0613-1223-000 (14.86 Ac) in the Town of Oakland, in an A-1, Exclusive Agricultural zone.

V1597-17 – Daniel & Toni Zastrow: Variance from Sec. 11.03(d) of the Jefferson County Zoning Ordinance to allow creation of an A-1, Exclusive Agricultural lot without frontage on and access to a public road. The property is near **N5307 Mud Lake Rd** in the Town of Lake Mills, on PINs 018-0713-3622-000 (40 Ac), 018-0713-3623-000 (40 Ac) and 018-0713-3632-000 (53.13 Ac).

V1598-17 – Randy Sonley: Variance from Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance to construct a detached garage at less than the required side yard setback in an A-1, Exclusive Agricultural zone. The site is at **W6110 County Road K** in the Town of Koshkonong, on PIN 016-0514-2844-003 (0.46 Ac).

10. Discussion and Possible Action on Above Petitions

11. Adjourn

If you have questions regarding these variances, please contact the Zoning Department at 920-674-7113 or 920-674-8638. Variance files referenced on this hearing notice may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

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Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.

Additional information on Zoning can be found at www.jeffersoncountywi.gov



Jefferson County
Solid Waste/Air Quality Committee
Master Gardeners Meeting
Thursday, May 11, 2017 – Time: 6:30 – 8:30 p.m.

UW-Extension - Room 12
864 Collins Road, Jefferson WI 53549

Members: Don Reese-Chair, Gregg Patrick-Vice Chair, Laura Payne-Secretary, Kirk Lund and Gary Kutz
Staff: Rob Klotz, Matt Zangl and Sharon Ehrhardt

1. Master Gardener's Meeting

A. Place: UW-Extension – Room 12

Directions: Facility located on Collins Road.

B. Time: 6:30 p.m.

C. Attending to donate compost bins for the school gardens in Jefferson County.
Please attend if you can.

D. Adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

This is a Master Gardeners Meeting no Solid Waste/Air Quality Committee business will be conducted!

INDIVIDUALS REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE COUNTY ADMINISTRATOR 24 HOURS PRIOR TO THE MEETING AT 920-674-7101 SO APPROPRIATE ARRANGEMENTS CAN BE MADE.

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
SITE INSPECTIONS

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:00 A.M. ON FRIDAY, MAY 12, 2017

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Approval of the Agenda**
- 5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
- 6. Communications**
- 7. Site Inspections for Petitions to be Presented in Public Hearing on May 18, 2017:**

R3968A-17 for Donald Reinders to create a 5-acre, A-2, Agricultural and Rural Business zone at **W6813 Waldmann Lane** from PIN 008-0715-0711-009 (5.885 Ac), currently zoned A-T, Agricultural Transition in the Town of Farmington. This is in accordance with Sec. 11.04(f) 5 of the Jefferson County Zoning Ordinance.

R3969A-17 for Laura L Jacobson to create two, 1-acre A-3 zoned building sites on **County Road Y** from part of PIN 010-0615-2211-000 (38.51 Ac) on the Roy J Haas property in the Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R3970A-17 for Sheila Barnes to create a 4-acre A-3 zone on PINs 014-0614-1844-004 (12.963 Ac) and 014-0614-1841-001 (20 Ac) near **W6974 County Road J** in the Town of Jefferson from property owned by Sheila Barnes/Tyson and Tina Barnes. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

CU1919-17 for conditional use to allow an extensive on-site storage structure of 720 square feet in a Residential R-2 zone at **N469 County Road H**, Town of Palmyra, on PIN 024-0516-3312-001 (1.07 Ac). This is in accordance with Sec. 11.02 Definitions, Residential Accessory Uses and Buildings (1) and 11.04(f)2 R-2 Residential – Unsewered – Conditional Uses j.

CU1916-17 for conditional use to allow mineral extraction on the south side of **County Road M near W5677** from PINs 016-0514-1133-000 (44.492 Ac), 016-0514-1134-000 (43.318 Ac) and 016-0514-1422-001 (13.9 Ac) in the Town of Koshkonong. This is proposed in an A-1, Exclusive Agricultural zone in accordance with Sec. 11.04(f)6 and 11.05(c) of the Jefferson County Zoning Ordinance.

8. Adjourn

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountymi.gov.

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A digital recording of the meeting will be available in the Zoning Department upon request.